

Jeffrey Anderson

4776 South Elk Way • Aurora, CO 80016

Phone: (720) 459-0326 • email: jeffrey.anderson.99@gmail.com

April 12, 2013

Name of Person
Person's Title
Company Name
address
city, state zip

Dear Mr. Name-to-be-inserted,

I am responding to your job posting for a Senior Statistics Analyst - job number 13898. I have included a copy of my resume for your review. You will find that I have extensive experience in statistical analysis and consulting. Below is a comparison of your job requirements and my qualifications:

Your Position Requirements	My Qualifications
The position has multiple projects active at one time with a direct client focus	As a Senior analyst I typically managed 3-5 major projects and several minor projects at the same time
Conduct exploratory data analysis and evaluation of both Experian and client data.	I have used univariate, CHAID, correlation, and other measures to perform EDA on data sets that contain demographic , transactional, credit, and customer attributes.
Communicate analysis results effectively both verbally and in writing to both technical and non-technical audiences.	I have a great deal of experience assisting field sales in phone calls as well as in face to face meetings with clients.
Support field sales force and marketing organization by providing analytical expertise.	I have been a consultant in an analytic team that required me to present models to customers and work with marketing to develop messaging.
Support the development of new analytical and data products and services, and the enhancement of current processes and offerings	I have been actively involved in the development of several products that are now strong competitors to Experian. I am familiar with SAS Stat and other SAS packages run on main frame and UNIX operating systems
Key to the position is the ability to prioritize projects, anticipate obstacles and keep projects moving through a well balanced sense of urgency i.e. how projects get completed is equally important to what gets accomplished.	I have a strong team work orientation and am experienced at working with account management, product management, and fulfillment teams
Interpret client issues and offer solutions through well grounded analytics.	As a Solution Architect my primary responsibilities were to interface with a client, understand their need and propose the proper solution
Develop presentation from analytics and present to client	I have a depth of experience in developing client presentations both for highly technical audiences as well as for marketing and executive audiences

I would welcome the opportunity to discuss your job requirements and my qualifications with you. Thank you in advance for your consideration.

Sincerely,

Jeffrey Anderson